

Sample Tag



A sample tag template with a yellow circle at the top for an attaching hole. Below it is a black rectangle containing a red oval with the word "DANGER" in white. Underneath is the word "INSTRUCTIONS" in bold, followed by the text "DO NOT REMOVE THIS LOCK OR TAG AND DO NOT TURN ON ENERGY ISOLATING DEVICE." Below that is the word "REASON:" in bold, followed by "DANGER TO PERSONNEL." At the bottom are several lines for text entry: "MACHINE DEENERGIED", "AUTHORIZED PERSON", "SHOP/CODE", "PHONE", "DATE APPLIED", "TIME APPLIED", "SUPERVISOR", "TAG CONTROL #", "REASON FOR TAG", and a line for "OF".

INSTRUCTIONS

**DO NOT REMOVE THIS LOCK
OR TAG AND DO NOT TURN ON
ENERGY ISOLATING DEVICE.**

REASON:

DANGER TO PERSONNEL.

MACHINE DEENERGIED _____

AUTHORIZED PERSON _____ SHOP/CODE _____

PHONE _____ DATE APPLIED _____ TIME APPLIED _____

SUPERVISOR _____ TAG CONTROL # _____

REASON FOR TAG _____

_____ OF _____

Tag must have attaching hole reinforced and the Attaching device must be non-reusable, attachable by hand, self-locking and non-releasable with a minimum unlocking strength of 50 pounds.
(Like a non-reusable all-weather nylon cable tie.)

Both sides of tags must have DANGER in large Letters

Instructions **must include at least one** of the Following statements;

- **DO NOT START**
- **DO NOT ENERGIZE**
- **DO NOT OPERATE**
- **DO NOT OPEN**
- **DO NOT CLOSE**

Tag **must include** the following identifying Information;

- Equipment / Circuit affected
- Name of authorized person.
- Cognizant Shop or Code
- Work phone number of authorized person
- Name of authorized person's Supervisor
- Date and time tag / lock is applied
- # of Total # of tags if more than one is needed.
- *Other information may be included on tag for purposes of documenting / tracking / logging of locks / tags.*

Note: If you cannot locate tags that meet the required criteria, many of the sign making companies will make tags to your specifications, or you can order a rubber stamp which would imprint the required fields, in permanent ink, on a generic tag which you can order.